## Memorandum of Understanding Redwoods Community College District (District) College of the Redwoods Faculty Organization (C.R.F.O.)

In recognition of the urgent nature of the COVID-19 pandemic and the need to protect the health of College of the Redwoods employees and students while continuing to offer instruction and support services to students, the District and CRFO agree that associate faculty who submitted to their immediate administrative supervisor by the first day of the second week of the spring 2020 semester a completed "Schedule D: Intent to Participate in the Associate Faculty Paid Office Hour Program" may offer remote office hours for the remainder of the spring 2020 semester. Associate faculty participating in the paid office hour program must submit a completed "Schedule E: Associate Faculty Office Hour Activity Form" by the Friday after the end of the spring semester in order to receive payment. Associate faculty do not need to indicate the day or time of remote office hours.

This MOU expires May 15, 2020.

For RCCD For CRFO Date Date Aug 4, 2020 Aug 4, 2020 Keith Flamer - President/Superintendent Michelle Haggerty - President John Johnston Aug 4, 2020 Aug 4, 2020 Kerry Mayer – Chief Negotiator

John Johnston – Chief Negotiator